**YOUNGSTOWN STATE UNIVERSITY**

**College of Graduate Studies - Graduate Council Minutes**

**Wednesday, September 25, 2019**

**Coffelt Hall Conference Room, 4:00 p.m.**

**Present**: Mark Womble, Chair, Samuel Adu-Poku, Patrick J. Bateman, Christopher Bellas, Kendra Fowler, Valerie O’Dell, Tomi Ovaska, Virgil Solomon, Sal Sanders, Angie Urmson Jeffries

**Excused**: Lauren Cummins, Matthew Paylo, Dolores Sisco

**Guest**: Hillary Furman, Office of Assessment

Once a quorum had been met, Mark Womble, Chair, called the meeting to order.

Tomi Ovaska, Department of Economics, was introduced as a new member of the Graduate Council.

1. Approval of Minutes from the August 2019 meeting (See attachment)

These were approved as presented to the Graduate Council members.

Hillary Fuhrman- 2019 Noel Levitz Survey (See attachment)

Hillary reported on the results of the Noel Levitz survey that was provided to all YSU students. Two different survey versions were used as part of the survey. This included two Undergraduate Students groups (age 18-24 and age 25+) and Graduate Students (all ages). The surveys had a response rate of 20%.

Hillary reviewed the Quick Facts: 2019 Noel Levitz Survey reviewing the charts showing Institutional Satisfaction Summary Items. The surveys focus on how satisfied students are with specific campus items and how important the students view those campus items. There were nine topics included in the survey:

Academic Advising (Effectiveness)

Campus/Academic Services

Campus Climate

Campus Life

Instructional Effectiveness

Recruitment/Admissions & Financial Aid

Registration Effectiveness

Safety & Security

Student Centeredness/Service Excellence

A table of Scale Summary Scores provided the results of this part of the survey.

The survey also presented information on individual items, such as Strengths and Challenges and included a table of Graduate Comparison Data: 2017 to 2019. The Office of Assessment also collected valuable data for strategic planning purposes. Additional information regarding the Office of Assessment may be found at <https://ysu.edu/assessment>.

Sal Sanders requested Hillary to provide additional information showing a breakdown by the academic colleges and at the program level. This feedback will provide a starting point for future discussions on how to address not only topics of concerns, but provide opportunities to make improvements to increase student success. Sal Sanders thanked Hillary for sharing this information.

1. The nomination of Chairs 2019-2020

The following nominations were made and approved:

* 1. Graduate Council Secretary: Kendra Fowler
	2. Assistantships Allocation Chair: (Deactivation of the committee?)

This committee provides advice to the Dean of Graduate Studies for the allocation of graduate assistantships.

Following a period of discussion and a previous report by Paul Louth, Chair,

a recommendation was made that this committee should be deactivated. A nomination for Chair is not required.

A motion was made to dissolve the Assistantship Allocation sub-committee as it could not provide a practical guideline for making decisions for the allocation of graduate assistantships. The motion was unanimously approved.

* 1. Graduate Recruitment & Retention Chair:

After some discussion, it was recommended this committee be re-evaluated.

It was recommended that a task force be selected to focus on Retention goals.

Due to a low budget for recruitment purposes, a motion was made to suspend the Graduate Recruitment & Retention Committee for the academic year. The motion was unanimously approved.

* 1. Policy Chair:

This committee considers policy initiated by the Policy Committee, by the Graduate Council, by the Dean of Graduate Studies, or by members of the Graduate Faculty; reviews existing policies; and recommends to Graduate Council both new policy and any necessary revisions in existing policies.

Angie Urmson Jeffries will send an email to graduate faculty seeking a nomination for this position.

4. Committee Reports

1. Graduate Curriculum Chair: Virgil Solomon

September Circulation Memo dated September 19, 2019 – Circulation packet 2019-20: 1-16. (See attachment)

Virgil Solomon provided an overview of the Graduate Curriculum report of requested action items and clarification of specific items previously noted. A motion was made to accept this report. The motion was unanimously approved.

1. Graduate Faculty
2. STEM
	* 1. Farzad Ahmadi, Electrical & Computer Engineering
		2. Richard Deschenes Jr., Civil/Environmental & Chemical Engineering
		3. Thomas Diggins, Biological Sciences
		4. Jalal Jalali, Electrical and Computer Engineering
		5. Faramarz Mossayebi, Electrical & Computer Engineering

A motion was made to approve the STEM faculty applications listed above for Category 1 membership. All applications were recommended by the CGS committee. The motion was unanimously approved.

1. CCCA&C

i. Rebecca Curnalia, Communication

A motion was made to approve the CCCA&C faculty application listed above for Category 1 membership. The application was recommended by the CGS committee. The motion was unanimously approved.

1. CLASS
	* 1. Corey Andrews, English
		2. Thomas Leary, History

A motion was made to approve the CLASS faculty applications listed above for Category 1 membership. All applications were recommended by the CGS committee. The motion was unanimously approved.

1. BCHHS
	* 1. Mari Alschuler, Social Work
		2. Christopher Bellas, Criminal Justice & Forensic Sciences
		3. Kelly Colwell, Health Professions
		4. Richard Rogers, Criminal Justice & Forensic Sciences
		5. Susan Wright-Clutter, Criminal Justice and Forensic Sciences

A motion was made to approve the BCHHS faculty applications listed above for Category 1 membership. All applications were recommended by the CGS committee. The motion was unanimously approved.

6. Graduate Council meetings (continue 4:00 on 4th Wednesday or change?)

Following a discussion of the pros and cons regarding this change, a motion was made not to change the current schedule for 2019-2020. The motion was unanimously approved.

7. Information Item: Remove the 1-year wait requirement for academically suspended students to apply to another graduate program.

Results of E-meeting decision.

8 approved

1 not approved

1 table for September meeting –

Discussion with pros and cons and can a student make the change to another Master's program. The Program Director needs to carefully review prior to making a decision.

Motion passed.

This item was brought up for discussion. Members shared this change assists international students.

8. Discussion: C Grade Policy

 The current policy states:

For degree programs requiring up to 39 s.h. for completion, a student may count no more than 6 s.h. of coursework with a grade of C toward the minimum graduation hour requirements. For students in programs requiring 40 or more s.h. for no more than 9 s.h. of coursework with a grade of C may count toward the minimum graduation hour requirement.

Following a discussion of the pros and cons of this C Grade policy, a Motion was made to table this topic at this time. The Motion was unanimously approved.

9. Academic Senate - Sal Sanders

Sal would like to invite Provost Smith and Chet Cooper, Chair, Academic Senate, to attend a Graduate Council meeting to discuss the role of the Academic Senate at YSU.

1. Graduate College External Advisory Committee – Sal Sanders

Sal will ask the Academic Deans to make recommendations for the names of members to serve on this committee.

1. Dean Sanders’s Comments

Sal Sanders thanked Samuel Adu-Poko for his dedication and service to the Graduate Council over the past years.

The meeting was adjourned at 5:33 pm

 Respectfully submitted,

 Linda A. Hulburt Blosser

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Administrative Assistant